

Spring 1987

## General Rules of Style: Abbreviations

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### Recommended Citation

*General Rules of Style: Abbreviations*, 15 Fla. St. U. L. Rev. 145 () .  
<http://ir.law.fsu.edu/lr/vol15/iss1/10>

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Governor	Governor Bob Martinez The Governor vetoed the bill.
House	The House unanimously passed the resolution.
Legislature	The Legislature intended to . . . .
Office	Office of the Governor
President	
Regular Session (or Special Session, or Organizational Session)	During the 1985 Regular Session significant new legislation aimed at . . . .
Senate	
Speaker	
State	The State's positions. . . .

## 2. ABBREVIATIONS

### 2.1 IN TEXT

Generally, do not abbreviate anything in the text or in a textual discussion in footnotes, except case names as provided by Blue-book Rule 10.2.1(c), and state agencies as provided below.

The United States Supreme Court declined to rule on the constitutionality of punitive damages in *Aetna Life Insurance Co. v. Lavoie*.

75. Jack Overstreet, Staff Director of the House Committee on Governmental Operations, told the Chairman of the Senate Committee on Appropriations that the funding for House Bill 1288 should be as approved by the House.

93. Representative Hector, in explaining the development of the bill, told the House Committee on Governmental Operations that similar acts of Missouri, Texas, Oregon, and Massachusetts were considered by the Subcommittee on Administrative Procedures.

#### 2.1.1 State Agencies

The following acronyms for certain state agencies may be used on second reference either in the text or in a textual discussion in the footnotes. Note that some of the acronyms are used by more

than one agency. If two or more agencies with the same acronym are mentioned in the same article, do not use the acronym.

<b>Agency</b>	<b>Text Abbreviation</b>
Department of Administration	DOA
Department of Agriculture and Consumer Services	DACS
Department of Banking and Finance	DBF
Department of Business Regulation	DBR
Department of Citrus	DOC
Department of Commerce	DOC
Department of Community Affairs	DCA
Department of Corrections	DOC
Department of Education	DOE
Department of Environmental Regulation	DER
Department of General Services	DGS
Department of Health and Rehabilitative Services	HRS
Department of Highway Safety and Motor Vehicles	DHSMV
Department of Insurance	DOI
Department of Labor and Employment Security	LES
Department of Law Enforcement	DLE
Department of Legal Affairs	DLA
Department of Military Affairs	DMA
Department of Natural Resources	DNR
Department of Professional Regulation	DPR
Department of Revenue	DOR
Department of State	DOS
Department of Transportation	DOT
Division of Administrative Hearings	DOAH
Hospital Cost Containment Board	HCCB
Parole and Probation Commission	PPC
Public Employees Relations Commission	PERC
Public Service Commission	PSC
State Board of Administration	BOA
State Board of Education	BOE
State Board of Regents	BOR

## 2.2 IN FOOTNOTES

The following abbreviations shall be used in citation sentences *only*. In textual discussions in footnotes, as in regular text, do not use these abbreviations. Otherwise follow Bluebook Rule 10.2.2.

### 2.2.1 General

Word	Abbreviation
Annual	Ann.
Assistant	Ass't
Attorney	Att'y
chapter	ch.
Commission	Comm'n
Committee	Comm.
Democrat	Dem.
Director	Dir.
Executive	Exec.
Florida	Fla.
footnote	n. (when citing a particular footnote)
	note (when cross referencing)
Fort	Ft. (when used as a part of a city's name)
Governor	Gov.
Governor's	Gov.'s
Honorable	Hon.
House of Representatives	H.R.
Report	Rep.
Representative	Rep.
Republican	Repub.
Saint	St.
section	§
Senate	S.
Senator	Sen.
Statutes	Stat.
Subcommittee	Subcomm.

### 2.2.2 Legislative Committees

#### Senate Committees

#### Abbreviations

Agriculture  
 Appropriations  
 Commerce  
 Corrections, Probation &  
     Parole  
 Economic, Community &  
     Consumer Affairs  
 Education  
 Executive Business  
 Finance, Taxation & Claims  
 Governmental Operations  
 Health & Rehabilitative  
     Services  
 Judiciary-Civil  
 Judiciary-Criminal  
 Natural Resources &  
     Conservation  
 Personnel, Retirement &  
     Collective Bargaining  
 Rules & Calendar  
 Transportation

#### **House Committees**

Agriculture  
 Appropriations  
 Children & Youth  
 Citrus & Agricultural Funding  
 Commerce  
 Community Affairs  
 Corrections, Probation &  
     Parole  
 Criminal Justice  
 Education, K-12  
 Ethics & Elections  
 Finance & Taxation  
 Governmental Operations  
 Health & Rehabilitative  
     Services  
 Health Care & Insurance  
 Higher Education  
 House Administration  
 Judiciary  
 Natural Resources

Agric.  
 Approp.  
 Commerce (no abbrev.)  
  
 Correct., Probat. & Parole  
  
 Econ., Comm'y & Cons. Affairs  
 Educ.  
 Exec. Bus.  
 Fin., Tax. & Claims  
 Govtl. Ops.

HRS  
 Judiciary-Civ.  
 Judiciary-Crim.  
  
 Nat. Resources & Conser.  
  
 Pers'l, Ret. & Coll. Barg.  
 Rules & Calendar  
 Transp.

#### **Abbreviations**

Agric.  
 Approp.  
 Child. & Youth  
 Citrus & Agric'l Funding  
 Commerce  
 Comm'y Affairs  
  
 Correct., Probat. & Parole  
 Crim. Just.  
 Educ., K-12  
 Ethics & Elect.  
 Fin. & Tax.  
 Govtl. Ops.  
  
 HRS  
 Health Care & Ins.  
 Higher Educ.  
 H. Admin.  
 Judiciary  
 Nat. Resources

Regulated Industries &  
 Licensing  
 Regulatory Reform  
 Retirement, Personnel &  
 Collective Bargaining  
 Rules & Calendar  
 Tourism & Economic  
 Development  
 Transportation  
 Veteran Affairs

Reg'd Indus. & Lic.  
 Reg. Reform  
  
 Ret., Pers'l & Coll. Barg.  
 Rules & Calendar  
  
 Tourism & Econ. Dev.  
 Transp.  
 Vet. Affairs

**Joint Committees (see  
 also Rule 3.4)**

Administrative Procedures [ch.  
 11]  
 Legislative Auditing [ch. 11]  
 Education Governance K-12  
 Information Technology  
 Resource [ch. 11]  
 Legislative Management [ch.  
 11]  
 Advisory Council on  
 Intergovernmental Relations  
 Legislative Auditing [ch. 11]  
 Education Governance K-12  
 Information Technology  
 Resource [ch. 11]  
 Legislative Management [ch.  
 11]  
 Advisory Council on  
 Intergovernmental Relations

**Abbreviations**

Jt. Admin. Procedures Comm.  
 Jt. Legis. Audit. Comm.  
 Jt. Comm. on Educ. Gov. K-12  
 Jt. Legis. Infor. Tech.  
 Resource Comm.  
  
 Jt. Legis. Mgt. Comm.  
  
 Jt. Advis. Comm.  
 Jt. Legis. Audit. Comm.  
 Jt. Comm. on Educ. Gov. K-12  
 Jt. Legis. Infor. Tech.  
 Resource Comm.  
  
 Jt. Legis. Mgt. Comm.  
 Jt. Advis. Council on  
 Intergovtl. Relations

**2.2.3 Legislation**

House Bill  
 Senate Bill  
 Committee Substitute for  
 Senate Bill  
 Committee Substitute for  
 Committee Substitute for  
 Senate Bill  
 House Committee Substitute  
 for Senate Bill

HB  
 SB  
  
 CS for SB  
  
 CS for CS for SB  
  
 HCS for SB

Senate Committee Substitute for House Bill	SCS for HB
House Joint Resolution	HJR
Senate Joint Resolution	SJR
House Concurrent Resolution	HCR
Senate Concurrent Resolution	SCR

### **2.2.4 State Agencies**

<b>Agency</b>	<b>Citation Abbreviation</b>
Department of Administration	Dep't of Admin.
Department of Agriculture and Consumer Services	Dep't of Agric. & Consumer Servs.
Department of Banking and Finance	Dep't of Bank. & Fin.
Department of Business Regulation	Dep't of Bus. Reg.
Department of Citrus	Dep't of Citrus
Department of Commerce	Dep't of Commerce
Department of Community Affairs	Dep't of Comm'y Affairs
Department of Corrections	Dep't of Corr.
Department of Education	Dep't of Educ.
Department of Environmental Regulation	Dep't of Env'tl. Reg.
Department of General Services	Dep't of Gen. Servs.
Department of Health and Rehabilitative Services	Dep't of HRS
Department of Highway Safety and Motor Vehicles	Dep't of High. Safety & Motor Veh.
Department of Insurance	Dep't of Ins.
Department of Labor and Employment Security	Dep't of Labor & Employ. Security
Department of Law Enforcement	Dep't of Law Enforce.
Department of Legal Affairs	Dep't of Legal Affairs
Department of Military Affairs	Dep't of Mil. Affairs
Department of Professional Regulation	Dep't of Prof. Reg.
Department of Revenue	Dep't of Revenue
Department of State	Dep't of State
Department of Transportation	Dep't of Transp.

Division of Administrative Hearings	Div. of Admin. Hearings
Game and Fresh Water Fish Commission	Game & Fresh Water Fish Comm'n
Hospital Cost Containment Board	Hosp. Cost Contain. Bd.
Parole and Probation Commission	Parole & Prob. Comm'n
Public Employees Relations Commission	Pub. Employs. Relations Comm'n
Public Service Commission	Pub. Serv. Comm'n
State Board of Administration	State Bd. of Admin.
State Board of Education	State Bd. of Educ.
State Board of Regents	State Bd. of Regents

### 2.2.5 Rules

#### (a) *Rules of court*

**Fla. R. Civ. P. 1.180.**  
**Fla. R. Crim. P. 3.850.**  
**Fla. R.P. & G. 5.120.**  
**Fla. R. Traf. Ct. 6.17.**  
**Fla. R. Summ. P. 7.070.**  
**Fla. R. Jud. Admin. 2.085.**  
**Fla. R. Jur. P. 8.070.**  
**Fla. R. App. P. 9.100.**  
**Fla. R. Med. P. 20.190.**  
**Fla. W.C.R.P. 8(b).**  
**Fla. Bar Code Jud. Conduct Canon 5B.**  
**Fla. Bar Rules of Prof. Resp. 4-1.11(a).**  
**Fla. Bar Code Prof. Resp. D.R. 1-101(A).**  
**Fla. Bar Found. By-laws art. 2.18(b).**  
**Fla. Bar Found. Charter art. 3.4.**  
**Fla. Bar Integr. R. art. XI, Rule 11.09.**  
**Fla. Bar Integr. R. By-laws art. VI, ]] 2.**  
**Fla. Bd. Bar Exam. R. III.**  
**Fla. Jud. Qual. Comm'n R. 9.**  
**Fla. Std. Jury Instr. (Civ.) 6.4(c).**  
**Fla. Std. Jury Instr. (Crim.) 2.10(a).**  
**Fla. Sup. Ct. Bar Admiss. R. art. III.**  
**Fla. Trans. R. 2.**



(b) *Legislative Rules*

**Fla. H.R. Rule 1.6**

**Fla. S. Rule 4.6**